



STATE OF ALABAMA  
BOARD OF HEATING, AIR CONDITIONING  
AND REFRIGERATION CONTRACTORS

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Montgomery, Alabama 36130-5025  
(334) 241-0840



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GOVERNOR

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**Kathy S. LeCroix**  
EXECUTIVE DIRECTOR

## ACTIVE REFRIGERATION APPLICATION

(Use this application to become Active Responsible in Charge for the first time OR to move from an Inactive status to Active Responsible in Charge for a business)

Refrigeration Lic. # \_\_\_\_\_

Business Name \_\_\_\_\_ Tax ID Number \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ County \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Physical Location \_\_\_\_\_

Business Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Fax Number \_\_\_\_\_

This business is conducted in the following manner: (circle one) Individual Partnership LLC Corporation

NAME OF RESPONSIBLE IN CHARGE \_\_\_\_\_ SSN \_\_\_\_\_

If this person holds an HVAC certification enter certification number here: \_\_\_\_\_

### CITIZENSHIP VERIFICATION

**I declare under penalty of perjury, under the laws of the State of Alabama, that all statements contained in this application, and any accompanying documents, is true and correct, with full knowledge that all statements made in this application are subject to investigation and that any false or dishonest answer to any question may be grounds for denial or subsequent revocation of my license or application.**

CITIZENSHIP *This section to be completed in compliance with Ala. Code § 34-14A-7 and Ala. Code § 31-13-7.*

This section must be completed by the individual responsible in charge or if the responsible in charge is an incorporation, limited liability company, or partnership by the responsible in charge.

- Are you a citizen of the United States?  
\_\_\_\_ Yes \_\_\_\_ No If "yes," please read the declaration below, sign, and continue to section 2.  
If "no," see question 2 below.

### PROVIDE PROOF BY SUBMITTING ONE OF THE ITEMS LISTED ON ATTACHMENT

***I hereby declare that I am a citizen of the United States of America and, I sign this declaration under penalties of perjury; making a false, fictitious, or fraudulent statement or representation in this declaration is perjury in the second degree pursuant to Ala. Code § 13A-10-102.***

\_\_\_\_\_  
Signature of Applicant Date \_\_\_\_\_

2. If you are not a citizen of the United States, are you an alien who is lawfully present in the United States of America?

\_\_\_\_ Yes      \_\_\_\_ No If "yes," please read the declaration below and sign.

**PROVIDE PROOF BY SUBMITTING ONE OF THE ITEMS LISTED ON ATTACHMENT**

***I hereby declare that I am an alien lawfully present in the United States of America.***

***I sign this declaration under penalties of perjury; making a false, fictitious, or fraudulent statement or representation in this declaration is perjury in the second degree pursuant to Ala. Code § 13A-10-102.***

\_\_\_\_ Date \_\_\_\_\_

Signature of Applicant

LICENSE FEE: \$165.00

If you wish to pay by **Visa or MasterCard**, please enter the credit card information below:

Card Number \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Signature of Card Holder: \_\_\_\_\_

Check # \_\_\_\_\_ Amount \_\_\_\_\_

PLEASE BE ADVISED THAT REFRIGERATION CERTIFICATIONS ARE ISSUED TO THE BUSINESS NOT THE INDIVIDUAL. (In order to change businesses an individual contractor must reapply AND the old refrigeration business must submit a Change of Responsible in Charge form along with this form to certify a new contractor)

***(FAXED APPLICATIONS WILL NOT BE ACCEPTED)***